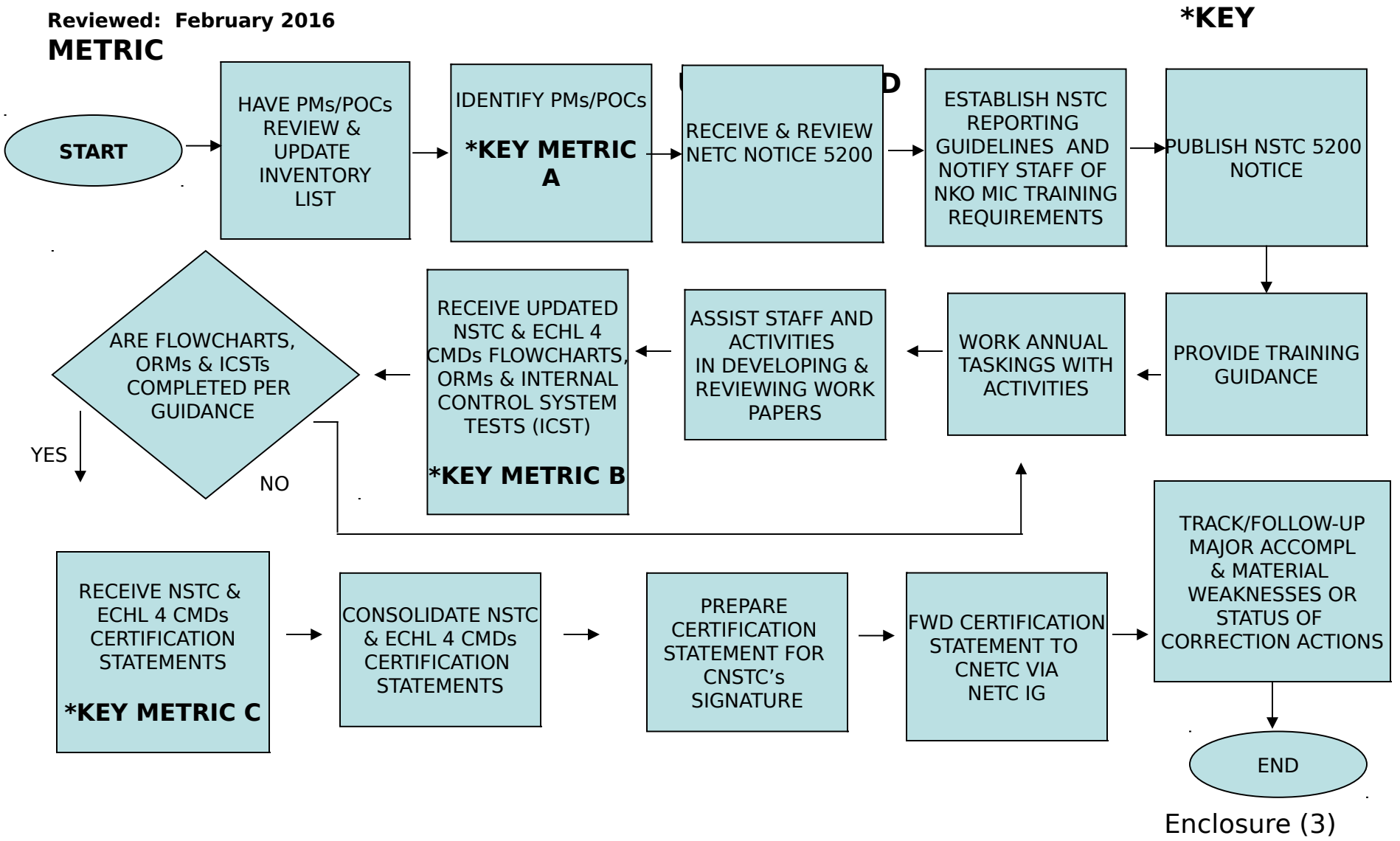
Managers' Internal Control Program (MICP)

Purpose: Process by which NSTC documents compliance with Manager's Financial Integrity Act (FMFIA) / NETCINST 5200.1

Process Owner Code: NSTC IG, Phone: (847) 688-2258 (DSN 792)

Reviewed: February 2016


*KEY METRIC
START
HAVE PMs/POCs REVIEW & UPDATE INVENTORY LIST
IDENTIFY PMs/POCs
*KEY METRIC A
RECEIVE & REVIEW NETC NOTICE 5200
ESTABLISH NSTC REPORTING GUIDELINES AND NOTIFY STAFF OF NKO MIC TRAINING REQUIREMENTS
PUBLISH NSTC 5200 NOTICE
PROVIDE TRAINING GUIDANCE
WORK ANNUAL TASKINGS WITH ACTIVITIES
ASSIST STAFF AND ACTIVITIES IN DEVELOPING & REVIEWING WORK PAPERS
RECEIVE UPDATED NSTC & ECHL 4 CMDs FLOWCHARTS, ORMs & INTERNAL CONTROL SYSTEM TESTS (ICST)
*KEY METRIC B
ARE FLOWCHARTS, ORMs & ICSTs COMPLETED PER GUIDANCE
YES
NO
RECEIVE NSTC & ECHL 4 CMDs CERTIFICATION STATEMENTS
*KEY METRIC C
CONSOLIDATE NSTC & ECHL 4 CMDs CERTIFICATION STATEMENTS
PREPARE CERTIFICATION STATEMENT FOR CNSTC's SIGNATURE
FWD CERTIFICATION STATEMENT TO CNETC VIA NETC IG
TRACK/FOLLOW-UP MAJOR ACCOMPL & MATERIAL WEAKNESSES OR STATUS OF CORRECTION ACTIONS
END

Enclosure (3)